



CONTRACT DATA SHEET

Monroe County Division of Purchasing
200 County Office Building, Rochester NY 14614

TITLE: Carpeting, Furnished & Installed

CONTRACT #: 1011-05

CONTRACT DATES: 1/3/06-12/31/08

BUYER: Sharon A. Berndt
PHONE: 585/753-1110
FAX: 585/753-1104

VENDOR(S): Emco Commercial Flooring
200 Metro Pk.
Rochester, NY 14623

ph: 585-424-2230

TERMS AND CONDITIONS

<u>BID ITEM:</u>	Carpeting, Furnished & Installed
<u>FOR:</u>	Department of Environmental Services
<u>DUPLICATE COPIES:</u>	PLEASE SUBMIT YOUR BID IN DUPLICATE; THE ORIGINAL AND ONE (1) COPY.
<u>BID INFORMATION:</u>	At the time of bid, the bidder shall supply detailed specifications covering the item(s) contained herein and shall clearly indicate any areas in which item or items offered do not fully comply with the specifications contained herein.
<u>SUBMITTAL OF FORMAL PROPOSAL:</u>	<p>Bid proposal must be legible and submitted in the original form, bearing an original signature. COPIES AND FACSIMILES ARE NOT ACCEPTABLE.</p> <p>All bidders must submit proof that they have obtained the required Worker's Compensation and disability benefits coverage or proof that they are exempt.</p>
<u>SPECIFICATION ALTERATIONS:</u>	Specifications will be construed to be complete and be considered the entire description of the goods or services upon which Monroe County is now seeking bids. Only formal written addenda can materially alter this set of specifications. No verbal statement made by a Monroe County employee or anyone else is binding nor shall such statement be considered an official part of this public bid proposal.
<u>QUANTITIES:</u>	The quantities listed are the estimated <u>annual</u> requirements and should not be construed to represent either maximum or minimum quantities to be ordered during the contract term. <u>Estimates are based upon actual annual usage for 2004 by County departments only.</u>
<u>BRAND REFERENCE:</u>	References to a manufacturer's product by brand name or number are done solely to establish the minimum quality and performance characteristics required. Bidders may submit bids on alternates, but must attach two (2) copies of manufacturer specifications for any alternate at the time of the bid. Further, the bidder must demonstrate that the alternate proposed has a sufficient operating track record to show the equipment will perform per the specified brand. The acceptance of a bidder's alternate rests solely with Monroe County.
<u>QUALIFIED BIDDER:</u>	Each bidder must be prepared to present satisfactory proof of his capacity and ability to perform this contract. Such proof may include, but is not limited to, an inspection of the bidder's facilities and equipment, financial statements, references and performance of similar contracts. The Purchasing Manager reserves the right to reject any bid where the bidder cannot satisfy the County as to their ability to perform. Monroe County reserves the right to reject any and all bids if the Monroe County Purchasing Manager deems said action to be in the best interests of Monroe County.
<u>METHOD OF AWARD:</u>	Monroe County intends to award the bid to the lowest responsive and responsible bidder, based on the TOTAL . Bidder must bid on all items to be considered. The County reserves the right to reject any and all bids if the Purchasing Manager deems said action to be in the best interest of the

County.

CONTRACT TERM:

Contract will start with the date of the contract award and run through **December 31, 2006**, with the option to renew the contract up to four (4) additional twelve (12) month periods with the mutual consent of both parties.

PRICE CHANGES:

Price changes may be proposed by either party no later than forty-five (45) days prior to contract extension, based upon manufacturer price changes which must be supported with documentation. Should price changes not be acceptable to both parties, the contract will not be extended. Prices may change only at the time of extension.

MINIMUM ORDER:

No minimum order is specified for this contract. Agencies must be able to order as needed. **Political subdivisions and others authorized by law may participate in this contract.**

DELIVERY:

All deliveries to be F.O.B. Monroe County to agency as specified by a Purchase Order. Delivery costs must be built into the unit prices bid. Deliveries must be made within **two (2) weeks** after receipt of purchase order number. The County reserves the right to terminate the contract in the event the specified delivery time is not met.

**PURCHASE ORDER
ISSUANCE:**

Delivery of services may be directed by the receipt of a Purchase Order only. **Items that are not part of this bid will not be paid for by Monroe County.** As to all purchase orders issued by Monroe County, exceptions may only be authorized, in writing, by the Purchasing Manager or his authorized agent prior to delivery.

**BILLING
PROCEDURE:**

All invoices for items sold any authorized agency as a result of this contract must be billed in the following manner: Purchase Order #, Quantity, Description of Item Purchased, BP#, Item #, Extension and Total. **ALL INVOICES MUST BE MARKED WITH THE PURCHASE ORDER NUMBER. INVOICES WITHOUT THIS INFORMATION WILL NOT BE PROCESSED FOR PAYMENT.**

**WARRANTY/
GUARANTEE:**

All warranties by manufacturer shall apply. Bidder shall, as part of its proposal, furnish its warranty/guarantee for all goods/services to be furnished hereunder. As a minimum, Bidder shall warrant all goods for a period of one (1) year from date of acceptance. Bidder shall be obligated to repair or replace all defects in material or workmanship, which are discovered or exist during said period. All labor, parts and transportation shall be at Bidder's expense. Monroe County reserves the right to request separate bids for such quantities of items on this contract that may be best procured via separate public bid offering and to otherwise act in furthering its own best interests.

**UNCONTEMPLATED
PURCHASES:**

RELATED ITEMS:

The County reserves the right to add miscellaneous related items to this

contract during the contract term upon agreement by both parties as to the price. Approval must be given in writing by the Purchasing Manager or his Designee.

**REPORT OF
PURCHASE:**

The Contractor must, upon request, provide the County Purchasing Manager with detailed information showing how much of each item was delivered, to any and all agencies under this contract. This includes deliveries to not only the County but any other municipality or agency which orders from this contract.

OTHER AGENCIES:

The Contractor(s) must honor the prices, terms and conditions of this contract with political subdivisions, school districts, fire districts or other district or public authority located entirely or partly within Monroe County. Usage of this contract by any of these other political subdivisions or agencies or corporations will have to be coordinated between that subdivision or agency or corporations and the contractor. Orders placed against this contract between any subdivision or agency or corporation will be contracts solely between the Contractor(s) and those entities. Monroe County will not be responsible for, nor will it have any liability or other obligation for, such contract between the Contractor(s) and any third party.

WAGE RATES:

Contractor agrees to comply with the provisions of the New York State Labor Law relating to the payment of prevailing wage rates to the extent that such rules may be applicable to the Controller. Wage rates may be obtained at www.labor.state.ny.us.

**SECURITIES AND
INSURANCE:**

Any Certificates of Insurance, Bonds, or other forms of security required by this bid are to be submitted to the Purchasing Manager no later than ten (10) normal business days following the date of notification of award. Documents must be received by the close of business, 5:00 pm, on that day.

SUBCONTRACTING:

The Contractor shall not subcontract any work without first obtaining the written consent of the Monroe County Purchasing Manager.

INDEMNIFICATION:

The Contractor agrees to defend, indemnify and save harmless the County, its officers, agents, servants and employees from and against any and all liability, damages, costs or expenses, causes of action, suits, judgments, losses and claims of every name not described, including attorneys' fees and disbursements, brought against the County which may arise, be sustained, or occasioned directly or indirectly by any person, firm or corporation arising out of or resulting from the performance of the services by the Contractor, arising from any act, omission or negligence of the Contractor, its agents and employees, or arising from any breach or default by the Contractor under this Agreement. Nothing herein is intended to relieve the County from its own negligence or misfeasance or to assume any such liability for the County by the Contractor.

**BP #1011-05
CARPET/FURNISHED AND INSTALLED
SPECIFICATIONS**

**ACCEPTANCE AND
PREPARATION OF
SURFACE:**

The contractor shall inspect the sub-flooring before beginning work. He shall notify the County departmental representative, in writing, of any conditions which will prevent a satisfactory finished product. The contractor shall also broom-clean and prepare the floor to receive the carpet. Installation of carpet shall be an indication of the acceptance of sub-floors and waive any claim for unacceptable work caused by unsatisfactory sub-floor conditions

INSPECTION:

The County at any time may require removal of carpet for inspection. Exacting workmanship shall be enforced.

CLEAN UP:

Upon completion of installation, the contractor shall remove all waste and excess materials, tools and equipment. He should carefully vacuum clean the entire surface with an upright beater bar type vacuum cleaner to leave the surface in satisfactory condition.

MASTIC:

The contractor shall provide the type and quality of mastic as recommended by the manufacturer.

RESTRETCHING:

When required to do so the contractor must restretch the carpet within one (1) year of the original installation at no additional cost to the County.

ESTIMATES:

Prior to the start of any job, the contractor must submit a quotation for the job cost, including materials and labor, and a seaming diagram if requested. The quote must be approved and a start work order issued via County purchase order, before the contractor is to proceed.

**BP# 1011-05
CARPET/FURNISHED AND INSTALLED
SPECIFICATIONS**

Manufacturer: Cambridge Commercial Carpet
Model: Oxford III

Specifications:

Construction:	Textured Loop Pattern
Yarn Content:	Diatron SD Nylon
Dye Method:	Solution
Machine Gauge:	1/8 in (31.5 in./10 cm.)
Stitch Count:	10 S.P.I (39.4/10 cm.)
Finished Pile Thickness:	.153 in.
Average Density:	6,588
Yarn Weight Tufted:	28 oz./yd. squared (949 g./m. squared)
Primary Backing:	Patternlok trademark Woven Primary
Secondary Backing:	Woven Polypropylene
Width:	12 ft. (3.66 m.)
Pattern Repeat:	None
Static Control:	Less than 3.5 K.V. Step
Flame Resistance:	Passes (DOC FF-1-70)
Flooring Radiant Panel:	Class 1 (ASTM E-648)
Smoke Density:	Less than 450 (ASTM E-662)
Soil Resistance:	Commercial Anti-Soil Protection
CRI Green Label Plus:	Certification #GLP7078
Wear Warranty	10 year limited warranty

See attached Appendix A (pages 1-4)

BP# 1011-05
CARPET/FURNISHED AND INSTALLED
SPECIFICATIONS

Manufacturer/Model: Lees Check-up

Specifications:

Construction:	Tufted
Surface Texture:	Multilevel or Level Loop Pile
Pile Thickness:	.100" avg.
Gauge:	5/64"
Stitches:	7.5 per inch
Yarn Weight:	20 oz. per sq. yd. minimum
Density:	8,425 oz. per cubic yd. (per ASTM D-418)
Face Yarn:	Type 6,6 Cationic Antron Legacy or Lumena Nylon by Invista
Dye System:	Yard Dyed or Solution Dyed
Dry Soil Retardant:	DuraTech by Invista
Primary Backing:	Woven polypropylene
Secondary Backing:	Woven polypropylene
Bonding Agent:	100% thermoplastic composite (no latex or urethanes)
Width:	12'
Tuft Bind:	20 lb. avg. tuft bind wet or dry per ASTM D-1335-67
Static Control:	3.0 KV when tested under Standard Shuffle test (70 degrees, 20% RH)
Flammability:	
a.	DOC-FF-1-70 Pill Test: Passes
b.	Floor Radiant Panel: Meets NFPA Class 1 when tested per ASTM-E-648 glue down
NBS Smoke Chamber NFPA 258:	Less than 450 Flaming Mode
Color Fastness:	
a.	Lightfastness – AATCC 16E-1982 – Dark color: Gray scale rating of 4 or better after 160 standard fading hours as compared to AATCC Gray scale for evaluation change in color.
b.	Ozone & Gas – AATCC 129-1981 – Rating 3 or better per color AATCC transference scale.
Indoor Air Quality:	Manufacturer must demonstrate that carpet is certified under the CRI Green Label Plus Program
Carpet Manufacturers:	Subject to compliance with specifications, the following manufacturers and products are approved: A. Lees Carpets - Check Up (DS296) Contact: Customer Service 800-523-5647
Pattern & Color:	Understanding the importance of pattern and color for aesthetics, as well as appearance retention and maintainability, owner reserves the right to reject any product or manufacturer based solely on pattern and color considerations.
Warranty:	See attached Appendix B (page 1)

BP# 1011-05
CARPET/FURNISHED AND INSTALLED
UNIT PRICE SHEET

<u>DESCRIPTION</u>	<u>UNIT PRICE</u>
Cambridge Oxford III installed direct	\$11.00/yd.
Floor runner (metal or vinyl)	\$2.00/lf.
Rate for moving furniture-per man	\$44.00/hr.
Vinyl wall base, 4", installed	\$1.35/lf.
Vinyl wall base, 6", installed	\$1.95/lf.
Bound carpet base	\$1.35/lf.
Removing old carpet (rate)	\$1.95/yd.
Removing old carpet from premises (rate)	\$.70/yd.
Rip up rubber back & scrap concrete	\$4.00/yd.
Additional labor for overtime (nights)	\$2.40/yd.
Stairnosing, metal or vinyl	\$4.00/lf.
Restretching carpet over pad	\$4.75/yd.
Restretching carpet direct glue down	\$6.50/yd.
Loose lay/floor prep	\$5.00/yd.
Cambridge Oxford III, install over	\$11.00/yd.
Cambridge Oxford III, install over	\$11.00/yd.
Hercules Nop, installed direct glue down	\$31.75/yd.
Emco stock, performance 28, installed	\$10.95/yd.
Shaw carpet tile, Peto II, (26 oz.)	\$30.35/yd.
Cambridge Crossroads 30, installed direct	\$20.00/yd.
Milliken, cushion back, carpet tile	\$34.00/yd.
Shaw carpet, "Hit the Books"	\$24.00/yd.

MONROE COUNTY PURCHASING

Vendor Performance Survey

Contract Title:

Contract Number:

Vendor:

Please rank the vendor performing the contract specified on a scale from "1" to "10" with "1" being poor, "5" average and "10" excellent. Please include any additional comments or suggestions in the space provided below. Monroe County Purchasing appreciates your input.

	Poor				Average					Excellent
	1	2	3	4	5	6	7	8	9	10
Item(s) supplied met specifications										
Product provided value (taking into account price, quality, etc.)										
Timeliness of delivery										
Completeness and accuracy of order										
Ability to contact representatives of vendor when needed? (If unavailable was call back prompt?)										
Invoices received promptly and accurately										
Recommendations received from the vendor (ie. product information, cost saving strategies, ideas for better use of resources, etc.)										

Survey Completed by:

Name:

Title:

Agency:

Telephone: _____ **Fax:**

E-mail:

Please submit this survey to Monroe County Purchasing.